

DAVAO ORIENTAL STATE UNIVERSITY

A university of excellence, innovation, and inclusion



Name of the Contract: GOODS2025-17/Supply and Delivery of Books and Other Printed Materials of Banaybanay Campus – LOT 2

Location of the Contract: DOrSU Banaybanay Campus, Municipality of Banaybanay, Province of Davao Oriental

NOTICE TO PROCEED

June 9, 2025

MR. VICTOR E. UBANDO

Proprietor

SERVE ENTERPRISES

#53A Lot 7 Blk. 20 Saint James St. Maries Village Phase 2

Mayamot, Antipolo City

Dear *Mr. Ubando*:

The attached Contract Agreement and Purchase Order having been approved, notice is hereby given to **SERVE ENTERPRISES** that the **GOODS2025-17/Supply and Delivery of Books and Other Printed Materials of Banaybanay Campus – LOT 2** should proceed within **seven (7) calendar days** from the date you received this Notice.

Upon receipt of this Notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Keep one copy and return the other to the Davao Oriental State University.

Very truly yours,

ROY G. PONCE EdD
SUC President III

I acknowledge receipt of this Notice on (date of receipt) June 10, 2025

Name of the Representative of the Bidder VICTOR E. UBANDO

Authorized Signature: _____

The Head of the Procuring Entity or his duly authorized representative shall issue the Notice to Proceed within seven (7) calendar days from the approval of the Contract.